

Roth Conversion Request



MERIT LIFE INSURANCE CO. | 1900 SOUTH BLVD., SUITE 300 | CHARLOTTE, NC 28203 | 833-637-4854

General Information

Use this form to convert all or a portion of your Traditional IRA annuity to a Roth IRA annuity. **Important:** A Roth IRA conversion generally results in taxable income. Knighthead Life does not provide tax or legal advice. Please consult your tax advisor before requesting a conversion.

If you are subject to a Required Minimum Distribution (RMD), it must be distributed before your Roth IRA conversion can be processed. RMDs are not eligible for conversion. If you need to satisfy an RMD from this contract, please submit a separate **RMD Request Form** before submitting this request.

Submit a request by completing the sections below (including the IRS Form W-4R), if applicable and sending it via email to customerservice@knightheadinsurance.com

1. CONTRACT INFORMATION

Contract Number
Owner Name
SSN/Tax ID.
Mailing Address
Email address
Annuitant name

2. CONVERSION ELECTION

☐ Full Conversion

☐ Partial Conversion – Convert \$_____.

Note: The converted amount will establish a new Roth IRA contract. The remaining value will continue under the existing Traditional IRA contract.

3. TAX WITHHOLDING ELECTIONS

Federal Income Tax (Select one)	State Income Tax (Select one)
☐ DO NOT WITHHOLD (W-4R required)	☐ DO NOT WITHHOLD
☐ WITHHOLD at the default rate of 10%	☐ WITHHOLD at a rate of ____% or in the amount of \$_____.
☐ WITHHOLD at a rate of ____% (W-4R required)	

Important Information Regarding Tax Withholding Elections:

Withdrawals from your annuity contract are subject to federal income tax withholding. The portion of your withdrawal included in taxable income is subject to a default 10% federal tax unless you elect otherwise.

You may elect not to have taxes withheld or to have taxes withheld at a rate other than the default (10%) in your elections above and by completing IRS form W-4R.

Not withholding federal taxes or withholding insufficient federal taxes may impact the need for you to pay estimated taxes.

You are responsible for the payment of estimated taxes as indicated by the IRS on forms W-4R. Please consult a tax advisor regarding tax withholding as it pertains to your individual situation.

State income tax withholding may be required depending on your state of residence. Some states allow you to opt out of withholding. If your state requires a specific form to opt out, we must receive that form before processing your election. **Please consult the “State Tax Withholding Table” below for instructions regarding specific state withholding information.**

4. CERTIFICATIONS AND SIGNATURES

- By signing below, I certify, acknowledge, and agree that:
- I am the Contract Owner or otherwise authorized to act on behalf of the Contract Owner, and I am authorized to request this Partial or Full Roth IRA Conversion.
 - The information and instructions provided on this form are true, complete, and accurate to the best of my knowledge. I understand that Knighthead Life will rely on this information in processing my request.
 - I understand that a Roth IRA conversion is generally a taxable event and may have federal, state, and local tax consequences. Knighthead Life does not provide tax, legal, or accounting advice, and I have been advised to consult my own tax advisor before requesting this transaction.
 - If I am subject to Required Minimum Distribution ("RMD") rules, I certify that any applicable RMD for the current tax year has been or will be satisfied before this Roth IRA conversion is processed. I understand that Knighthead Life may rely on this certification in processing my request.
 - I understand that the converted amount will be transferred to a new Roth IRA contract and that the remaining value, if any, will continue under my existing Traditional IRA contract in accordance with the terms of the applicable contracts.
 - I understand that the amount converted may differ from the amount requested due to valuation timing, applicable interest or index credits, Market Value Adjustments (if applicable), contract charges, or other contract provisions.
 - I authorize Knighthead Life to process this Partial or Full Roth IRA Conversion in accordance with the instructions provided on this form. I understand that, once processed, the conversion generally cannot be revoked or reversed under applicable federal tax law.

By signing below, I acknowledge that I have carefully reviewed this request, understand its effect, and authorize Knighthead Life to process this Roth IRA Conversion in accordance with the instructions provided herein.

Owner Signature	Date (mm/dd/yyyy)
X	